

**DESCRIPTION OF INTENDED
SINGLE SOURCE PURCHASE
(PUR 7776)**

AGENCY: Florida Department of Health

TITLE: TRAIN Learning Management System Subscription Annual Renewal

Short description of the commodity or service desired: Training Finder Real-time Affiliate Integrated Network (TRAIN) annual subscription renewal.

CONTACT

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Internal tracking number, if any: EXP2342

Date posted: 4/14/20 @ 9:45am

Last day for receipt of information: 4/23/20 @ 9:45am

This description of commodities or contractual services intended for purchase from a single source is posted in accordance with sections 120.57(3) and 287.057(3), Florida Statutes and will remain posted for a period of at least 7 business days.

Commodity or Contractual Service Required (commodity or United National Standard Products and Services Code (UNSPSC), manufacturer, model, and description, as appropriate):
43232502- Computer Based Software Training

Quantity or Term (as appropriate):
3 years

Requestor (division, bureau, office, individual, as appropriate):
Division of Administration, Bureau of Personnel and Human Resource Management

Performance and/or Design Requirements (e.g. intended use, function or application, compatibility, requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate):
The Department of Health has a need to renew its subscription to the Training-Finder Real-time Affiliate Integrated Network (TRAIN) Learning Network. The Division of Administration, Bureau of Personnel and Human Resource Management is required to provide a learning management system that increases our ability to meet the requirements outlined in DOHP180-1-06, which establishes uniform, non-programmatic, training requirements that applies to all DOH employees.

In accordance with Chapter 60A-1.045, Florida Administrative Code, the Bureau of Personnel and Human Resources requests authorization to purchase, as a single source, TRAIN annual subscription from Public Health Foundations.

Intended Single Source:
Public Health Foundation

Estimated Dollar Amount:
\$117,500.00

Justification for single source acquisition (what is necessary and unique about the product, service or source; steps taken to confirm unavailability of competition, as appropriate):

- The TRAIN Learning Network is the integrated training system used by Department of Health staff since 2012.
- Public Health Foundation is the sole owner and provider of the TRAIN Learning Network, database and web architecture.
- For these reasons stated above, it is in the best interest of the Department to purchase the upgrades, modification, enhancements and maintenance for the TRAIN Learning Network from Public Health Foundation, to maintain the continuity of operations and mandatory employee trainings.

Approved By (names & titles, as appropriate, e.g., requestor, requestor management, information systems, budget, purchasing):

Sonja German-Jones, OMC Manager

Prospective vendors are requested to provide information regarding their ability to supply the commodities or contractual services described. If it is determined in writing by the agency, after reviewing any information received from prospective vendors, that the commodities or contractual services are available only from a single source, the agency shall: provide notice of its intended decision to enter a single-source purchase contract in the manner specified in s.120.57(3), FS.